

Expingo Express

WEEKLY EDITING TIPS

The Expingo Express is a new product from Navy Visual News Service aimed at providing weekly editing tips to help write better Navy captions. Expingo is Latin for "to write or to describe." Each week, we will discuss a different caption issue as described in the new DoD Style Guide for Captions. The new guide formally adopts most of the AP Stylebook requirements.

The first subject will be the new byline, which is a change in the new DoD style guide for captions.

Byline
Byline

The most important line in your caption!
(At least to you!)



**(U.S. Navy photo by Mass Communication Specialist
1st Class Tiffini Jones/Released)**

Tips:

1. The entire byline is in parentheses.
2. Include a forward slash (/) with the Release information indicated as above (if the photo is released).
3. Lowercase the word "photo."
4. Lowercase the word "by."
5. Spell out your rate. Mass Communication Specialist (NOT Mass Communication~~s~~ Specialist)
6. Use numerals for your rate. Do not spell out the number (1st, 2nd, 3rd)
7. There is no period at the end of your byline.
8. Use these tips when writing captions for both still and video.

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Note: Apply these concepts to caption slates for video as well.
(U.S. Navy video by Mass Communication Specialist 1st
Class Tiffani Jones/Released)